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## **INTERNATIONAL POLAR YEAR 2007-2008**

Our ref.: AREP/IPY

Annexes: 2 (in English only)

GENEVA, 5 November 2004

Dear Sir /Madam,

As you are aware, in 2003 ICSU and WMO proposed an International Polar Year 2007-2008 (IPY). The fundamental concept of the IPY is of an intensive burst of internationally coordinated, interdisciplinary, scientific research and observations focused on the Earth's polar regions. The official observing period of the IPY will be from 1 March 2007 until 1 March 2009. The main geographic focus will be the Earth's high latitudes, but studies in any region relevant to the understanding of polar processes or phenomena will be encouraged.

The IPY aims to exploit the intellectual resources and science assets of nations worldwide to make major advances in polar knowledge and understanding, while leaving a legacy of new or enhanced observational systems, facilities and infrastructure. The Planning Group (PG) established by ICSU to develop a science and implementation strategy for IPY consulted widely with the research community and received nearly 600 "ideas" for the scientific content of the programme. Six main themes for IPY 2007-2008 were identified from these. These themes are given in Science Plan section of the PG report ("Framework for the International Polar Year 2007-2008": [www.ipy.org](http://www.ipy.org)).

In November 2004, ICSU and WMO established an International Polar Year Joint Committee (JC) to coordinate and guide implementation of the programme. The JC must facilitate projects and activities within IPY that are consistent with the themes and observational goals outlined in the "Framework", and needs to rapidly develop an IPY 2007-2008 implementation structure, especially for those projects that involve complex logistics. The JC now seeks information on IPY projects that will be proposed by self-organising groups of researchers, their parent organizations, existing bodies with a role in polar regions research and monitoring, and consortia of such bodies.

To: ICSU International Unions and National Members,  
Permanent Representatives of WMO Members,  
ICSU Interdisciplinary Bodies and Joint Initiatives  
National IPY Committees and Contact Points

On behalf of Joint Committee, we are therefore pleased to invite you to submit brief expressions of intent for IPY **to the IPY International Programme Office (IPO) - by 14 January 2005**, via the Internet at [www.ipy.org](http://www.ipy.org) or by e-mail: [jcel@bas.ac.uk](mailto:jcel@bas.ac.uk) or by fax: +44 1 223 221 270. Details of the information required in this expression of intent are given in the Annex 1 to this letter. It is hoped that the broad awareness of IPY over the past year makes this short deadline manageable by most interested groups, particularly for projects requiring complex logistics or extended preparations.

There will be subsequent opportunities to submit proposals for consideration as IPY activities, to accommodate for example projects that start late during the programme period or have lesser complexity. However, the relatively short preparation time prior to 2007, especially as regards the availability of polar logistics, provides a strong incentive for projects to submit as early as possible, if they are to be successfully integrated into the overall IPY programme.

The expression of intent has to provide the information needed by the Joint Committee to evaluate how well each proposed activity will satisfy the IPY criteria given in Annex 2. These criteria address science content, feasibility, data management, outreach and education, and overall project management, and are drawn from the IPY objectives and characteristics as outlined in the "Framework".

The JC will evaluate how well submissions satisfy the selection criteria for IPY projects, and shall assess them into one of three categories. Proposals which satisfy all criteria (first category) will be encouraged to be developed into a full proposal. They will also receive formal recognition including provisional permission to adopt and use the IPY imprimatur pending the receipt of an acceptable full proposal. It is expected that there will be also a number of proposals which satisfy many, but not all IPY criteria (second category) and these could be substantially improved in meeting IPY objectives. In this case the JC will provide guidance on how these can better address IPY criteria and invite resubmission of an amended proposal. Proposals that are assessed as not relevant to IPY objectives (third category) will be omitted from further consideration.

This assessment will begin before the end of January 2005 with responses provided to the proposers no later than the **mid-March 2005**. The period following JC's response should be used by proposers to fully develop their plans for research implementation and management (including any appropriate additional collaborations with other organizations), data and information management, and education/outreach issues. Proposers should also seek National Committee endorsement where appropriate. However, you are invited to submit proposal even if there is no IPY Committee in your country. Full proposals will be due in **June 2005** and should include a complete science proposal and detailed descriptions related to all criteria.

Based on the submitted full proposals, the JC will decide which proposals satisfy all the criteria, approve those activities as part of the official IPY programme, and give permission for the project to use the IPY imprimatur. The JC will identify (or recognize, if it already was proposed) the Project Steering Committee and its leader, as part of this final assessment.

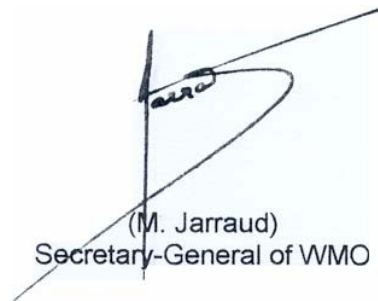
For more information, please, address Framework for IPY 2007-2008  
([www.ipy.org](http://www.ipy.org)), or to the IPO

IPY International Programme Office  
British Antarctic Survey,  
Madingley Road  
Cambridge CB3 0ET  
United Kingdom

Yours sincerely,



(T. Rosswall)  
Executive Director of ICSU



(M. Jarraud)  
Secretary-General of WMO



## **EXPRESSION OF INTENT FOR ACTIVITIES IN IPY 2007-2008.**

**Deadline for Submission - January 14, 2005**

Email to [jcel@bas.ac.uk](mailto:jcel@bas.ac.uk) or Fax to +44-1223-221270

### **1.0 PROPOSAL INFORMATION**

1.1 Title of proposed activity

1.2 Acronym or short form title of proposed activity

1.3 Concise outline of proposed activity

400 words max

1.4 Which IPY 2007-2008 theme(s) will be addressed by the project (see Note 1)

<b>Theme 1 – The current state of the polar environment</b>	Y/N
<b>Theme 2 - Change in the polar regions</b>	
<b>Theme 3 - Polar-global linkages and interaction</b>	
<b>Theme 4 - Investigating new frontiers</b>	
<b>Theme 5 -The polar regions as vantage points</b>	
<b>Theme 6 - Human societies in polar regions</b>	

1.5 What is the major target of the proposed activity (specify one – see Note 1)

<b>Natural or social science research</b>	
<b>Education/Outreach and Communication</b>	
<b>Data Management</b>	
<b>Legacy</b>	
<b>Other Targets</b>	

1.6 What significant advance(s) in relation to the IPY themes and targets can be anticipated from this project?

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1.7 What international collaboration is involved in this project? (see Note 2)

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## 2.0 FIELD ACTIVITY DETAILS

2.1 Outline the geographical location(s) for the proposed field work (see Note 3)

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2.2 Define the approximate timeframe(s) for proposed field activities?

Arctic Fieldwork time frame(s)	Antarctic Fieldwork time frame(s)

2.3 What significant logistic support/facilities will be required for this project? Can these resources be usefully shared with other projects? (see Note 4)

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2.4 Will the project leave a legacy of infrastructure? (see Note 1)

1.
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2.5 How is it envisaged that the required logistics will be secured? (one or more options can be identified)

Consortium of national polar operators	Y/N
Own national polar operator	
Another national polar operator	
National agency	
Military support	
Commercial operator	
Own support	
Other sources of support	

2.6 Has the project been "endorsed" at national or international level (see Note 5)

Y	
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### 3.0 PROJECT MANAGEMENT AND STRUCTURE

3.1 Is the project a component (established over the IPY 2007-2008 timeframe) of an existing plan, programme or initiative or is it a new autonomous proposal?

New Project ?	Component of an existing or planned activity

3.2 How will the project be organised and managed? (see Note 6)

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3.3 What are the initial plans of the project for addressing the education, outreach and communication issues outlined in the Framework document? (see Note 7)

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3.4 What are the initial plans of the project to address data management issues (as outlined in the Framework document)? (see Note 8)

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3.5 How is it proposed to fund the project? (see Note 9)

3.6 Is there additional information you wish to provide?

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#### 4.0 PROPOSER DETAILS

4.1 Lead Contact for the Expression of Intent

Title

First Name

Surname

Organisation

Address 1

Address 2

Address 3

Postcode/ZIP

Country

Telephone

Mobile

Fax

Email

Repeat Email

4.2 List up to six other project members and their affiliation.

Name 1

Organisation

Name 2

Organisation

Name 3

Organisation

Name 4

Organisation

Name 5

Organisation

Name 6

Organisation



## Accompanying Notes for submission of IPY 2007-2008 Expressions of Intent

**Note 1** – IPY projects can take a number of forms.

a) 1.4 - They may address one or more of the IPY 2007-2008 themes and if so will be expected to have component activities addressing education, outreach, data management and possibly legacy.

b) 1.5 - The main focus can be on science or on one or more aspects of education, outreach and communicating the Polar Year, an activity that addresses data management or that explicitly leaves a legacy (such as building a new polar facility or establishing new systems).

**Note 2** - An important characteristic of IPY 2007-2008 projects will be their international structure in order to facilitate research impractical for a single nation to undertake. Whilst project components are likely to be primarily funded at a national level, the projects are expected to be established and coordinated internationally. The Joint Committee will be looking for evidence of international collaborations developing in the Expressions of Intent and established by the June 2005 full proposal deadline.

**Note 3** – The geographic locations need not be precise but logistic operators will want to broadly know where activities will occur, e.g. West Antarctic Ice Sheet, Weddell Sea, Svalbard, Greenland, etc. If you have more detail please supply. An IPY project can also be one that involves no field activities.

**Note 4** - This refers to major facilities and infrastructure and some examples (not comprehensive) are given below.

Ice-breaker	Multi-instrumented platforms	Snow terrain vehicles
Ice strengthened research ship	Helicopters	Existing field stations
Ship-based drilling capability	Fixed wing geophysical aircraft	New field station
Ship recovery of buoys etc	Fixed wing transport aircraft	Observatories
Submarines	Rockets	Fuel depots
Autonomous Underwater Vehicle	Satellites	Ice drilling capability
Remotely Operated Vehicle	Radars	Rock-drilling capability

Please note if your project will share facilities with other IPY activities, or if there is capacity to support other projects as part of your activity (e.g. a marine biodiversity cruise could feasibly offer to deploy or recover buoys, moorings, etc., for an ocean/climate project)

**Note 5** - All IPY projects will ultimately be subject to assessment by National (and/or International) funding agencies. However it will be important to establish coordination of IPY 2007-2008 at the national and international level. Both National IPY Committees and International bodies supporting IPY 2007-2008 will have an important role in this. Contact with these bodies may occur before January 14 2005 but should certainly take place before the June 2005 deadline for full proposals.

**Note 6** – The Joint Committee for IPY 2007-2008 will be overseeing Polar Year activities but will not be managing the individual projects. It is anticipated that IPY projects will be self-managed, free-standing activities or be part of a planned or existing programme that has an established management structure. The JC will need to be satisfied that all proposals have realistic plans for structuring and managing activities. For the larger proposals the JC anticipates that a Project Steering Committee will be established.

**Note 7** – It will be a requirement of IPY proposals that there is a clear plan for Education, Outreach and Communication (EOC) activities in the full proposal for the June 2005 deadline. If initial ideas for EOC have been established these can be outlined in the Expression of Intent.

**Note 8** – It will be a requirement of IPY proposals that there is a clear plan for the management of project data, including its early availability to the community, presented in the full proposal for the June 2005 deadline. Initial ideas for data management should be outlined in the Expression of Intent, including which data organisations are likely to be involved, e.g. ICSU World Data Centres, Joint Committee for Antarctic Data Management, WCRP, etc.

**Note 9** – It is anticipated that funding for IPY 2007-2008 will be primarily obtained through national funding agencies but in some cases will involve international funding agencies (e.g. European Union) and in some cases will come from private sources. Certain projects will be part of programmes already funded and if so these can be identified here.

Annex 2

**Criteria for Identifying IPY 2007-2008 Activities (covering science, feasibility, data, outreach and education)**

The expression of intent is expected to demonstrate that the project will meet the following criteria (taken from the IPY 2007-2008 objectives and characteristics). It is recognised, however, that in some cases not all criteria can be met, especially at this preliminary stage. In these cases the proposer(s) must explain why specific criteria are not met.

The criteria for identification of an IPY project are that it:

1. Makes significant advances within one or more IPY 2007-2008 themes
2. Involves at least one polar region and takes place within the IPY 2007-2008 timeframe
3. Contributes to international collaboration
4. Presents a viable management plan and organizational structure, including a time line when commitments (funding, logistic etc) can be expected
5. Presents a viable approach for securing funding
6. Proposes a viable plan for securing appropriate logistical support
7. Signs up to the principles and aims of IPY 2007-2008 data management and proposes a viable data management plan
8. Proposes a viable plan or approach for education, outreach and communication activities
9. Shows how it will foster the next generation of polar researchers

Some additional criteria that add further value are:

1. Includes nations not traditionally involved in polar research.
2. Provides the opportunity for a legacy of infrastructure (observation sites, facilities, systems).
3. Builds on existing plans, programmes or initiatives or at least does not conflict with them.
4. Has interdisciplinary elements.
5. Is "endorsed" by one or more IPY 2007-2008 National Committees.